

**GOVERNMENT OF PAKISTAN**  
**Ministry of National Health Services, Regulations & Coordination**  
(3rd Floor, Kohsar Block, Pak Secretariat)

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No.4-1/2024/DD-IV(P&D)IDSR-Rec

Islamabad, the 17<sup>th</sup> April, 2025

**OFFICE MEMORANDUM**

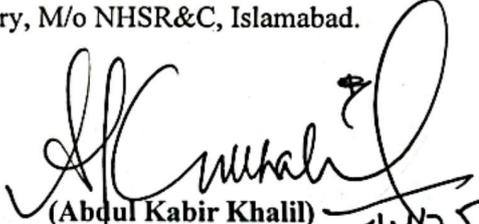
Subject: - **ADVERTISEMENT OF VACANT POSITIONS FOR PSDP FUNDED PROJECT OF M/o NHR&C**

The undersigned is directed to enclose herewith advertisement for recruitment against the vacant positions for "Development of Integrated Diseases Surveillance and Response System (IDSRS) with Public Health Laboratories Network (PHLN) and Workforce Development for transition of Field Epidemiology & Laboratory Training Program (FELTP)" for publication in the press, in two (02) National News Papers, one English and one Urdu-combined, black and white, at the earliest.

2. Necessary funds are available in the relevant head of account in the above PSDP funded Project. The bills may be sent to Project Director (Concerned) at NIH, Islamabad.

3. This issues with the approval of Special Secretary, M/o NHR&C, Islamabad.

Encl: As above

  
(Abdul Kabir Khalil)  
Section Officer (P&D-) 17/4/25

**The Director (Advertisement),**  
Press Information Department (PID),  
Information & Broadcasting Division,  
**Islamabad.**

**Copy to: -**

- Project Director (IDSR), NIH, Islamabad
- Deputy Director (IT), M/o NHR&C with the request to upload the advertisement on the website of the Ministry along with application form and Job Descriptions of the post (copy enclosed).

**Government of Pakistan**  
**Ministry of National Health Services, Regulations & Coordination**  
**National Institute of Health, Islamabad**

**Vacancy Announcement**

Applications are invited from suitable candidates for appointment against following project posts purely on contract basis for period of one year (extendable) under the project titled "Integrated Disease Surveillance and Response (IDSR) with Public Health Laboratory Network (PHLN) and Workforce Development for transition of FELTP". The requisite qualification and experience has been shown against each post:-

S.#	Name of post	PPS	No of Posts	Domicile	Qualification & Experience	Age limit
<b>IDSR employment at National Level</b>						
1.	Manager Statistics and M&E	8	1	Merit	i Masters in statistics ii Masters in Field Epidemiology/ Public Health will be preferable iii 8 years experience	35-40 years
2.	Surveillance Officer	7	1	Merit	i MBBS or Equivalent ii Preference to any of the FELTP Course (short or long)	25-35 years
3.	Data Management Associate	6	1	Merit	i Graduation in Commerce, Business Administration, Statistics or equivalent ii 2 years experience	22-25 years
4.	Driver	1	2	Merit	i. Middle and valid LTV License ii. Work Experience in public private sector will be preferred.	20-25 years
<b>For ICT</b>						
5.	Data Processing Assistant	6	1	Merit	i BS Computer Sciences/B.Com/ Bachelor Statistics ii 2 years experience will be preferred	25-30 years
<b>For AJK</b>						
The services of selected candidates to the following posts will be utilized at AJK. Therefore preference will be given to the residents of AJK for these posts:-						
5.	Senior Epidemiologist	8	1	Merit	i MBBS or Equivalent with 2 years ii FELTP/FETP/EIS Course or Masters in Field Epidemiology/ Public Health shall be preferable iii 8 years experience	35-40 years
6.	Surveillance Officer	7	6	Merit	i MBBS or Equivalent	25-35 years

					ii Preference to any of the FELTP Course (short or long)	
7.	Data Processing Assistant	6	3	Merit	i BS Computer Sciences/B.Com/ Bachelor Statistics ii 2 years experience will be preferred	25-30 years
<b>For GB</b> The services of selected candidates to the following posts will be utilized at GB. Therefore preference will be given to the residents of GB for these posts:-						
8.	Senior Epidemiologist	8	1	Merit	i MBBS or Equivalent with 2 years ii FELTP/FETP/EIS Course or Masters in Field Epidemiology/ Public Health shall be preferable iii 8 years experience	35-40 years
9.	Surveillance Officer	7	9	Merit	i MBBS or Equivalent ii Preference to any of the FELTP Course (short or long)	25-35 years
10.	Health Education Officer	7	1	Merit	Master in Mass Communication, Sociology or Social Sciences or equivalent	25-30 years
11.	Data Processing Assistant	6	5	Merit	i BS Computer Sciences/B.Com/ Bachelor Statistics ii 2 years experience will be preferred	25-30 years
<b>FELTP Employment</b>						
12.	Program Head	9	1	Merit	i. MBBS or Equivalent ii. 2 years FELTP/ FETP/ EIS Course or Masters in Field Epidemiology/ Public Health iii. 12 years experience	Upto50 years
13.	Surveillance Officer - Faculty Member	7	13	Merit	i. MBBS/ MSPH/ MPH ii. 2-3 years relevant experience	25-30 years
14.	Cleaner	1	1	Merit	At least Matriculate	20-25 years
15.	Office Boy	1	1	Merit	At least Matriculate	20-25 years
16.	Security Guard	1	4	Merit	At least Matriculate	20-25 years
<b>PHLN employment at National Level</b>						
17.	Microbiologist/ Virologist	9	2	Merit	i. MBBS or equivalent qualification	35-45 years

					recognized by PMDC ii. Postgraduate qualification in Microbiology/ Virology (FCPS/ M.Phil/ Ph.D recognized by PMDC/ HEC iii. 10-15 years' experience after post-graduation iv. Experience in planning will be preferred	
18.	Data Processing Assistant	6	3	Merit	i. BS Computer Sciences/B.Com/ Bachelor Statistics ii. 2 years experience will be preferred	25-30 years
19.	Laboratory Technologist	6	4	Merit	i. BS, MLT ii. 5+ years' experience in relevant field will be preferred	30-35 years
20.	Laboratory Technician	5	6	Merit	i. F.Sc MLT ii. 3+ years' experience in relevant field will be preferred	25-30 years
21.	Laboratory Assistant	3	4	Merit	i. FA/ Matric ii. Work Experience in public/ private sector will be preferred	25-30 years
22.	Naib Qasid	1	4	Merit	i. Middle ii. Work Experience in public private sector will be preferred.	20-25 years
23.	Janitor/Sweeper	1	2	Merit	i. Middle ii. Work Experience in public private sector will be preferred.	20-25 years
<b>PHLN employment for AJK</b>						
The services of selected candidate to the following post will be utilized at AJK. Therefore preference will be given to the residents of AJK for this post:-						
24.	Microbiologist	8	1	Merit	i. MBBS or equivalent with post-graduation in Epidemiology, OR Epidemiology and Biostatistics OR Public Health with majors in microbiology ii. Registration with relevant council iii. Having work experience of at-least 5 years post-Masters education, across progressively incremental levels of portfolios related	30-40 years

					to management, research and technical expertise in Microbiology. The incumbent should have extensive experience in independently designing-conducting-presenting/disseminating microbiological studies involving advanced statistical analyses.	
<b>PHLN employment for GB</b>						
The services of selected candidate to the following post will be utilized at GB. Therefore preference will be given to the residents of GB for this post:-						
25.	Microbiologist	8	1	Merit	i. MBBS or equivalent with post-graduation in Epidemiology, OR Epidemiology and Biostatistics OR Public Health with majors in microbiology ii. Registration with relevant council iii. Having work experience of at-least 5 years post-Masters education, across progressively incremental levels of portfolios related to management, research and technical expertise in Microbiology. The incumbent should have extensive experience in independently designing-conducting-presenting/disseminating microbiological studies involving advanced statistical analyses.	30-40 years

**Terms and Conditions**

- The previous advertisement of this project published on 11.12.2024. The posts of PPS-01 to PPS-06 may be treated as cancelled. Those who applied against these posts (PPS-01 to PPS-06) earlier advertisement need to apply afresh.
- Five (5) years general relaxation of age will be admissible as per existing government rules.
- Applicants who are already in service (Government Servants) should apply **"through proper channel"** and **NOC** shall be provided at the time of interview.
- Eligible/shortlisted candidates shall be called for test/ interview.
- The relevant / required documents (in original) should be submitted /shown at the time of interview. Photo Copies of the documents will not be entertained.
- No TA/DA will be admissible for the purpose of test/ interview.
- No Additional benefit in addition to pay package shall be admissible for Project's employees.
- The competent authority reserves the right to cancel/ postpone recruitment process at any stage.
- IDSRs reserve the rights to increase, decrease or abolish any advertisement post at any time as it may have deemed appropriate.
- It is mandatory for the selected candidates that at the time of joining they will submit an affidavit on stamp paper that he/she would not claim for regularization at any stage as these posts are purely contract based.
- Incomplete applications, advance copy as well as received after due date shall not be entertained.

**GOVERNMENT OF PAKISTAN**  
Ministry of Health

**HOW TO APPLY**

Interested candidates can only apply through National Jobs Portal within 15 days from the date of publication of the advertisement and need not to submit hardcopy of application.

Project Director IDSR  
NIH, Park Road, Islamabad  
Contact Number: 051-9255850